

CODIB-D-111/1.6/3  
31 March 1965

UNITED STATES INTELLIGENCE BOARD  
COMMITTEE ON DOCUMENTATION

Task Team VI - Research and Development

Terms of Reference

I. Scope and Objective

A. "It is the mission of CODIB to promote means by which the Intelligence Community can make optimal use of information of intelligence value, however recorded." (DCID 1/4, June, 1959) Within the scope of the CODIB mission this Task Team will concern itself with research and development associated with improvement of techniques for handling intelligence data.

B. In this regard the Objectives of the Task Team will be:

To define and describe goals for research and development to meet information processing needs within the Intelligence Community.

C. The Task Team will restrict its scope by only considering goals which are common to more than one member agency organization. Further, it will not concern itself with collection processes through which intelligence data is obtained; similarly, it will emphasize goals concerned with that type data or information which CODIB members believe to be of primary interest within the CODIB mission. Finally, the Team will be receptive to problem areas requiring research and development which are transmitted to it by other Task Teams.

II. Definitions and Approach

A. The phrase "intelligence data handling" is interpreted to include the processing of intelligence data among and between humans and machines. It includes the functions of receipt from collection sources, transformation, coding, storage, search, retrieval, manipulation, presentation and delivery and it involves usage procedures. It is concerned with existing and potential techniques, both manual and

GROUP I  
Excluded from automatic  
downgrading and  
declassification.

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automated which offer promise of improving intelligence data handling techniques. Intelligence data itself includes messages, reports, recorded signals, photographs and charts. Intelligence data handling R&D will, of necessity, involve media containing the data; e.g., documents, tapes, magnetic storage, film reels and the like. The Task Team will only concern itself with those aspects of intelligence data handling allowed under its scope as defined in Section I.

B. Group tasks aimed at attaining the Task Team Objective will include:

1. Identification and understanding of selected aspects of intelligence data handling.

2. Identification of research and development needed to meet stated goals defined and described by the Task Team.

C. In accomplishing these tasks the team will:

1. Review the data and results of study and experience which are available to Team members and generate useful conclusions.

2. Arrange for consultation with individuals who have a leading role in the research and development progress made in the scientific disciplines and the technology which have a bearing on the Task Team objectives.

D. The Task Team report will attempt to provide information in accordance with the Team objective which CODIB and the several USIB agencies may use as desired in carrying out assigned responsibilities and missions.

### III. Membership

A. Membership is open to all USIB agencies. In addition, consultants from the National Science Foundation and the National Bureau of Standards will be required. Individual members must have Top Secret clearances and special clearances as required.

B. The CODIB Support Staff will provide a Team member who will act as Team Secretary and provide support as required.

### IV. Guidance

The group will be under the guidance of CODIB.

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